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Mary F. Parker
City Clerk



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***FEBRUARY 5, 2001
12:15 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order--Roll Call.

Briefing on the I-73 Project.

A communication from the Honorable Ralph K. Smith, Mayor, requesting a Closed Meeting to discuss vacancies on various authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.1-344 (A)(1), Code of Virginia (1950), as amended.

A communication from the City Attorney requesting a Closed Meeting to consult with legal counsel on a matter of actual litigation, pursuant to Section 2.1-344 (A)(7), Code of Virginia (1950), as amended.

CERTIFICATION OF CLOSED SESSION.

**THE MEETING OF ROANOKE CITY COUNCIL WILL BE
DECLARED IN RECESS TO BE RECONVENED AT 2:00 P.M.**



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***FEBRUARY 5, 2001
2:00 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order -- Roll Call.

The Invocation will be delivered by The Reverend Carl T. Tinsley, Pastor, First Baptist Church, Buena Vista, Virginia.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Ralph K. Smith.

Welcome. Mayor Smith.

NOTICE:

Meetings of Roanoke City Council are televised live on RVTV Channel 3. Today's meeting will be replayed on Channel 3 on Thursday, February 8, 2001, at 7:00 p.m., and Saturday, February 10, 2001, at 4:00 p.m. Council meetings are now being offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION. CITIZENS WHO ARE INTERESTED IN OBTAINING A COPY OF ANY ITEM LISTED ON THE AGENDA MAY CONTACT THE CITY CLERK'S OFFICE, ROOM 456, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., OR CALL 853-2541.

THE CITY CLERK'S OFFICE NOW PROVIDES THE ENTIRE CITY COUNCIL AGENDA PACKAGE ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS THE AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT WWW.CI.ROANOKE.VA.US, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ALL PERSONS WISHING TO ADDRESS COUNCIL ARE REQUESTED TO REGISTER WITH THE STAFF ASSISTANT WHO IS LOCATED AT THE ENTRANCE TO THE COUNCIL CHAMBER. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH, HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

PRESENTATIONS:

Proclamation declaring Monday, February 5 as Junior League of Roanoke Valley, Virginia, Inc. Oh My Stars! Day.

CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

- C-1 Minutes of the regular meetings of Roanoke City Council held on Monday, August 7, 2000, and Monday, August 21, 2000.

RECOMMENDED ACTION: Dispense with the reading and approve as recorded.

- C-2 A communication from Council Member C. Nelson Harris, Chair, City Council Personnel Committee, requesting a Closed Meeting to discuss the performance of two Council-Appointed Officers, pursuant to Section 2.1-344 (A)(1), Code of Virginia (1950), as amended.

RECOMMENDED ACTION: Concur in request to convene in Closed Meeting.

- C-3 A communication from James D. Ritchie, Deputy City Manager, submitting his resignation as a City representative to the Hotel Roanoke Conference Center Commission, effective April 1, 2001.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

- C-4 A communication from S. James Sikkema, Executive Director, Blue Ridge Behavioral Healthcare, advising of the resignation of Ann Janney-Schultz as a member of the Blue Ridge Behavioral Healthcare Board of Directors.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

- C-5 A communication from Mark Petersen submitting his resignation as a member of the Roanoke Neighborhood Partnership Steering Committee.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

- C-6 A communication from the City Manager requesting approval to advertise a special meeting of Council to conduct a joint public hearing on the South Jefferson Redevelopment Plan with the City Planning Commission and the Roanoke Redevelopment and Housing Authority on Monday, February 26, 2001, at 7:00 p.m., in Fitzpatrick Hall, the Jefferson Center, 541 Luck Avenue, S. W.

RECOMMENDED ACTION: Concur in request.

- C-7 Qualification of Clarence W. Hall as a member of the Advisory Board of Human Development for a term ending November 30, 2004.

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

- a. Request to discuss efforts of the Roanoke Neighborhood Partnership Steering Committee. Gloria Dorma, Spokesperson.
- b. Request to address United States Army opportunities. Lieutenant Harry C. Garner, Department of the United States Army, Roanoke Recruiting Station, Spokesperson.

4. PETITIONS AND COMMUNICATIONS:

- a. A communication from Council Member C. Nelson Harris, Chair, City Council Personnel Committee, requesting that the establishment of an Assistant City Clerk position be referred to fiscal year 2001-02 budget study.

- b. A communication from Council Member William White, Sr., requesting that the matter of an increase in the City's transient room tax be referred to fiscal year 2001-02 budget study.

5. REPORTS OF OFFICERS:

- a. CITY MANAGER:

BRIEFINGS:

- 1. A communication with regard to Crystal Springs Pumping Station. (25 minutes)
- 2. A communication with regard to Wiley Drive. (15 minutes)
- 3. A communication with regard to the new Roanoke Web Site. (10 minutes)

ITEMS RECOMMENDED FOR ACTION:

- 4. A communication recommending that Council authorize the City Manager to enter into a one year agreement, with an option to renew for four additional one-year periods, with Woody Graphics, Inc., for commercial offset printing services, totalling approximately \$51,307.00 per year, or approximately \$256,535.00 over the five year period of the contract; and reject all other bids received by the City.
- 5. A communication with regard to Affirmative Action and Diversity Initiatives for the calendar year 2000.
- 6. A communication recommending approval of Change Order No. 7 to the contract with Thor, Inc., in the amount of \$50,637.00, for the new Police Building.

7. A communication recommending acceptance of a V-STOP Violence Against Women Grant from the Virginia Department of Criminal Justice Services, in the amount of \$33,754.00; and appropriation of funds in connection therewith.
8. A communication recommending transfer of \$10,500.00 from Capital Maintenance and Equipment Replacement Program funds to complete payment for construction of the Mill Mountain Center.
9. A communication concurring in a bid committee recommendation to accept the proposal of The First National Bank of Atlanta, d/b/a Wachovia Bank Card Services, to provide purchasing cards for small purchases and travel expenses, for a period of one year, with an option to renew for two additional one-year periods.
10. A communication recommending execution of an agreement between the Roanoke City School Board and the City of Roanoke, allowing the City to operate a fitness center at Jackson Middle School for use by the general public.
11. A communication recommending an amendment to the Fee Compendium to establish uniform fees for use of certain fitness centers operated by the City of Roanoke.
12. A communication recommending execution of a contract with the Virginia Department of Health for operation of the local Health Department; and transfer of \$85,208.00 in connection therewith.
13. A joint communication from the City Manager and the Director of Finance recommending execution of a lease agreement with SunTrust Leasing Corporation; and appropriation of \$2,503,000.00 in connection therewith.

b. CITY CLERK:

1. A report advising of expiration of the three-year terms of office of Melinda J. Payne and Ruth C. Willson as Trustees of the Roanoke City School Board on June 30, 2001, and applications for the upcoming vacancies will be received in the City Clerk's Office until 5:00 p.m., on Friday, March 9, 2001.

c. DIRECTOR OF FINANCE:

1. A report recommending authorization to institute and conduct suits to collect delinquent real estate taxes and assessments by judicial sale.
2. Financial report for the month of December 2000.

6. REPORTS OF COMMITTEES:

- a. A report of the Bid Committee recommending acceptance of the bid submitted by JMW, Inc., in the amount of \$39,480.00, to remodel four City recreation centers (Mountain View, Buena Vista, Preston and Eureka) for compliance with the Americans with Disabilities Act; transferring funds totaling \$48,200.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.
- b. A report of the Bid Committee recommending acceptance of the bid submitted by Wyant Construction Co., Inc., in the amount of \$98,950.00, to remodel seven City park shelters (Thrasher, Golden, Fallon, Wasena, Strauss, Smith and Crystal Springs) for compliance with the Americans with Disabilities Act; transferring funds totaling \$113,000.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.

- c. A report of the Bid Committee recommending acceptance of the bid submitted by Construction Services of Roanoke, Inc., in the amount of \$128,000.00, to renovate the public access elevator at the City Jail; transferring funds totaling \$139,340.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.
- d. A report of the Water Resources Committee recommending acquisition of property rights needed by the City for construction of sidewalk, curb and gutter between Aspen Street and Hershberger Road, N. W. Council Member Linda F. Wyatt, Chair.
- e. A report of the Water Resources Committee recommending that Council concur in a recommendation of the City Attorney with regard to the sale of vacated right-of-way. Council Member Linda F. Wyatt, Chair.
- f. A report of the Water Resources Committee recommending that a public hearing be advertised and, lacking any comments to the contrary, authorize execution of a document to grant a 15-foot easement across City-owned property located at 348 Campbell Avenue, S. W., to Verizon Virginia, Inc., to install underground facilities for telephone service to the new police building.

7. UNFINISHED BUSINESS: NONE.

8. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

9. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor, Vice-Mayor and Members of City Council.
- b. Vacancies on various authorities, boards, commissions and committees appointed by Council.

10. OTHER HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. IT IS A TIME FOR CITIZENS TO SPEAK AND A TIME FOR COUNCIL TO LISTEN. MATTERS REQUIRING REFERRAL TO THE CITY MANAGER WILL BE REFERRED, WITHOUT OBJECTION, IMMEDIATELY, FOR ANY NECESSARY AND APPROPRIATE RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL.

CERTIFICATION OF CLOSED SESSION.

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Award of Bid to Continue to Provide Commercial Offset Printing Services

Background:

On November 19, 1999, the City Manager authorized the Department of Management Services to enter into a one-year contract with Woody Graphics, Inc., to provide commercial offset printing services for City departments and agencies at an annual cost of \$51,307.

Current Situation:

The current offset printing contract will expire January 31, 2001. In anticipation of the expiration of our printing contract and acting on a suggestion from a member of the Roanoke City School Board, staff from the Office of Management & Budget met with a representative from Roanoke City Public Schools to determine if there were areas of operations that might be accomplished through a joint effort. Roanoke County was also represented at this meeting.

Common services used by each entity include:

1. City of Roanoke provides in-house courier services and contracts out commercial offset printing, postage/presorting, and back-up courier service;
2. Roanoke City Public Schools provides in-house courier services, printing services through an in-house copier operation, and contracts out for postage/presorting, and is interested in being able to contract out some of their printing; and
3. Roanoke County provides in-house courier services and contracts out commercial offset printing and postage, and has need for occasional courier back-up as well.

However, because the three entities are so spread out geographically, only have copier technology capabilities in-house rather than commercial-grade offset printing, and individually cannot provide services to the other entities without adding staff and equipment -- all of which would significantly increase the cost of the services provided -- it is impractical to share these services.

The recommendation was to share "joint contracts" instead, which will allow the entities to use the services at one low contract price. It was agreed that as the City's printing, courier, and postage contracts become eligible for rebid, the three entities would work together to develop specifications and effect the shared contract coverage.

With this concept in mind, formal bids were requested for full commercial offset printing services on behalf of the City of Roanoke and back-up printing services for Roanoke City Public Schools. Roanoke County chose not to participate at this time.

Four (4) local vendors responded. All bids were evaluated and the tabulated results are attached (see Attachment A). The cost of providing printing services in-house for the City (\$87,800 + capital expenditure of approximately \$40,000 for equipment) was also evaluated and is included in Attachment A.

The lowest responsible bid meeting specifications was submitted by Woody Graphics, Inc., at an annual cost of \$51,307 – the same annual cost of our current printing contract. Funding for these printing services is available in user department operating accounts. The cost of this contract over the 5-year life of the contract is approximately \$256,535 for services provided to the City.

Recommended Action(s):

It is recommended that City Council authorize the City Manager to enter into a one-year agreement, with the option for the City to renew for four (4) additional one-year periods, for commercial offset printing services at the various costs per impression, totaling approximately \$51,307 per year, or approximately \$256,535 over the 5-year period of the contract, as bid by Woody Graphics, Inc., and reject all other bids.

Respectfully submitted,

Darlene L. Burcham
City Manager

Attachments: 1

c: City Clerk
City Attorney
Director of Finance
Manager of Purchasing
Management Services
Mr. Bill Murray, Roanoke City Public Schools

February 5, 2001

Honorable Ralph Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Status Report
 City of Roanoke Affirmative Action and Diversity
 Initiatives for Calendar Year 2000

Background:

The City of Roanoke strives to be a model employer by building and maintaining a workforce that reflects the rich diversity of the customers it serves. Toward this end, we realize that we must engage current staff, especially those in positions to hire, in attracting, recruiting, employing and retaining a diverse workforce committed to providing high-quality public service. During the past year, workforce diversity has been a top priority within City Hall. We have taken two specific actions aimed at building and maintaining a diverse, high-quality workforce that will help us achieve business and strategic goals.

The first action involved increasing the number of applicants of people of color for vacant positions within departments employing few or no minorities. We identified four departments that were void of minority employees, and as a direct result of attention to this issue, one of those departments hired a person of color. While we are encouraged by that action, we realize that we still have much work to do. (For total employment by department and EEO categories as of December 31, 2000, see Attachment 1).

Another important aspect of diversity is derived from different cultural perspectives. The City of Roanoke is working diligently to replace misconceptions and misinformation with facts, and stereotypes with awareness. Last year we committed resources and time to our Diversity Training program to ensure that all employees received training in this area by year's end. As a result, 1,080 employees completed a full day of diversity training, thereby accelerating the initial time frame for completion of this training by more than three years. With the exception of employees hired after the training ended in 2000 and those employees who encountered last-minute scheduling conflicts and will attend make-up sessions this year, all employees have received the first round of diversity training. We pushed hard to make this happen because we recognize that when supervisors, managers and employees understand the benefits and rewards of a diverse workforce, that understanding fosters an environment in which people who are culturally diverse can work together cooperatively to achieve organizational goals.

Workforce Demographics

Our 2000 employment data shows that 52 of the 229 new hires (23 percent) and 34 of the 103 promoted (33 percent) were people of color. However, the data also reveals that nearly half of the 52 people of color hired last year were in service and clerical positions and half of the 34 promoted also were in the same categories.

Between 1999 and 2000 the percentage of white males in official and managerial positions rose 9.1 percent to 64.7 percent. This increase contrasts with the loss of 5.1 percent of black males and 4.4 percent of white females in these same type positions. The same trend was reflected in professional occupations as well. During this same time period 66.3 percent of all positions were held by males, while females filled 33.7 percent. The latest census figures show the population of the valley is 46.3 percent male and 53.7 percent female. This data clearly indicates that we must adjust recruiting strategies and other workforce planning initiatives. (Attachment 2)

Outreach Recruitment

City staff, primarily Fire/EMS, Police, Sheriff's office and Human Resources, continue to recruit candidates of color at military installations and traditionally black colleges and universities. We conduct on-site applicant testing, when possible, in an effort to streamline the process. The City also will provide overnight accommodations to potential candidates. Again, the intent is to make Roanoke more competitive.

The City of Roanoke continues to co-sponsor This Valley Works Job Fair held every spring at the Roanoke Civic Center. More than 3,500 job applicants attended the fair last year and were able to meet with 115 employers. Our internship program continues to attract high-caliber rising college seniors. Eight students were placed in jobs throughout the City in 2000. Of that number, four were students of color.

In recent months I have made a personal effort to seek out potential minority applicants who may not have previously considered the City of Roanoke as an employer. We need to enlist individuals and groups to encourage qualified individuals in the community to consider municipal employment.

New Initiatives

Commitment is the foundation of a successful effort to build and maintain a diverse, high-quality workforce. That commitment is being clearly stated and communicated from the top leadership to employees at all levels. In addition, the City has put together a cross-departmental, integrated team to identify ways to build and maintain a diverse workforce primarily in professional and management ranks. The team has been meeting for several months assessing the following:

- What structures are in place to support strong diversity management?
- What impediments do employees see that may affect workforce diversity?
- Are City values present to sustain commitment to the program?

These are tough issues, but in order to change the culture, we must identify our strengths and weaknesses. The team has met at least twice monthly and some months weekly, in an effort to devise activities and objectives that will be directly integrated into the City's broader workforce planning activities. Here are some of the issues and solutions the team of ten has been evaluating:

Issues

- The need to increase diversity in some departments.
- How to better communicate the importance of a diverse workforce so that it will be understood and embraced.
- Opportunities for mentoring minority and women employees.
- Projecting an image that attracts a diverse, high-quality workforce.
- Eliminating barriers that will enable the City as a high-quality employer to attract and retain a diverse, high-quality workforce.

Potential Solutions

- Develop a system of measures to continually monitor the effectiveness of our diversity initiatives. Review results monthly to determine progress and successes.
- Modifying the Employee Development Program so that it can serve as a tool that supports continuous learning and development making it possible to establish clear paths for acquiring the skills, knowledge and experience that employees need for continual learning and career development. Right now this program includes a number of components including job opportunities analysis, skills analysis, skill-gap analysis, confidential skill and interest assessments, personal career counseling, ongoing mentoring relationships and enhanced tuition assistance.
- Enhance the internship program to attract persons of color who can move directly into entry level professional jobs.
- Develop an internet based application process that will allow persons to apply for jobs on-line.
- Enhance the City's "trainee" program helping managers understand how this program might be used to promote diversity through promotions.
- Develop partnerships with colleges and universities that will promote the City's diversity initiative and attract graduates of color to the City's workforce.

One of Human Resources' 2001 goals is to design a long-term recruitment plan with input from managers, supervisors and employees, as well as from specialists in the human resources management and EEO/civil rights fields. The department will develop recruitment techniques to include learning where candidates go to find jobs in order to be certain the City's listings can be found in those places. HR will directly involve senior managers in planning and conducting recruitments activities. As leaders who are familiar with the City's cultures and needs, as managers who understand skills needs, and as selecting officials, they are an important part of recruitment activities. In order to succeed in developing and sustaining strong diversity initiatives, the leadership team and supervisors will be held accountable for achieving results. We will recognize and celebrate our successes.

We are committed to having a diverse workforce that understands and is committed to public service. People are the life blood of our organization and diversity will only serve to strengthen our ability to be successful. Through our training, recruitment and team-based efforts to address diversity, it is clear that we are doing many of the right things to promote this issue. Yet there is much more to be done. I am committed to keeping this issue at the forefront of City business, as it will pay dividends for the community today and in the future.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB

c: City Clerk
City Attorney
Director of Finance
Director of Human Resources

#01-05

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Change Order No. 7
New Police Building
348 West Campbell Avenue
Roanoke, Virginia

Background:

The City entered into a contractual agreement with Thor, Incorporated, 3313 Plantation Road, N.E., Roanoke, Virginia 24012, for construction of the New Police Building in the amount of \$4,015,200 and 390 consecutive calendar days construction time. The project is scheduled for completion in May 2001.

The following Change Orders have been approved:

Change Order No. 1 Add covered walkway along Campbell Avenue in lieu of chain link fence specified - \$6,653

Change Order No. 2 Rock excavation in foundation, plus seven (7) consecutive calendar days construction time - \$9,628

Change Order No. 3 Complete the sprinkler system of the building - \$25,000

Change Order No. 4 Electrical and mechanical rough-in to lockers - \$8,300

Change Order No. 5 Removal of the adhered paper from the roof and provide a new 2500 psi Duracap Gypcrete slab, plus seven (7) consecutive calendar days construction time - \$31,252

Change Order No. 6 Change roof insulation from what was originally specified to polyisocynurate; add metal flashing at existing Jail roof; change main entrance doors from bronze to black; change lobby floor from quarry tile to sheet vinyl with shield; add on additional sump pump in the basement with electrical and piping; add additional fire dampers as required by the inspector from the Building Commissioner's office - \$22,947

Change Order No. 7
New Police Building
348 West Campbell Avenue
Roanoke, Virginia
February 5, 2001
Page 2

Proposed Change Order No. 7 will provide for a storm drainage system to drain the rear and side areas of the building. A storm drain with four manholes will be installed from the back of the building to Campbell Avenue and then down to the existing storm drain that is in front of the jail. This includes three new manholes plus one drop inlet. This installation takes into account the second phase construction of the building. The cost for the revised grading and addition of a storm drain is \$50,637.

Proposed Change Order No. 7	\$ 50,637
Total of Change Order Nos. 1 through 6	<u>103,780</u>
Total Change Orders	<u>\$154,417</u>

Considerations:

Funding is available in the project contingency.

Recommended Actions:

Authorize the City Manager to execute Change Order No. 7, in a form approved by the City Attorney, with Thor, Incorporated, in the amount of \$50,637 and zero additional calendar days of contract time.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/LBC/bls

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Roanoke Police Department Domestic Violence Program Grant

Background:

The Virginia Department of Criminal Justice Services (DCJS) provides grant funding for programs and activities which increase the apprehension, prosecution, and adjudication of persons committing violent crimes against women. The program, Virginia Services, Training, Officers, Prosecution (V-STOP), Violence Against Women, has funded the establishment of a Domestic Violence Unit within the Roanoke Police Department since 1999.

On December 29, 2000, DCJS awarded the Roanoke Police Department \$33,754 to employ its full-time, non-sworn, Domestic Violence Specialist, thereby, allowing continuance of the Domestic Violence Unit in calendar year 2001. The required City in-kind match is \$21,308. The in-kind match will be met through salary paid to current Police Department personnel. It is anticipated that DCJS funding will continue through 2003.

The Police Department's Domestic Violence Unit collects and interprets relevant domestic violence offense data which allows proactive case intervention and cultivation of cooperative working relationships with clients and service/adjudication agencies. The program produces more equitable victim-offender criminal justice dispositions related to domestic violence offenses. The Police Department's Domestic Violence Unit has serviced an average of ninety-six domestic violence victims each month since its inception.

Recommended Action:

Accept the V-STOP grant of \$33,754 and authorize the City Manager to execute any grant agreements related to such grant. Appropriate \$33,754 from the V-STOP grant program to accounts established by the Director of Finance.

Salary:	\$24,978
Retirement:	\$ 2,435
FICA:	\$ 1,911
Medical Insurance:	\$ 1,908
Dental Insurance:	\$ 185
Telephone:	\$ 200
Supplies:	\$ 1,187
Training:	<u>\$ 950</u>
	\$33,754

Increase the State grant receipts estimate by: \$33,754

Respectfully submitted,

Darlene L. Burcham
City Manager

c: Mary Parker, City Clerk
William Hackworth, City Attorney
James Grisso, Director of Finance
George Snead, Assistant City Manager for Community Development
A.L. Gaskins, Chief of Police

#01-404

February 5, 2001

The Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Construction Funds Shortfall for Mill Mountain Center

Background:

Construction of the Mill Mountain Center is almost complete and is scheduled to open to the public in early Spring. Funding has been limited for this project, and in order to construct a first class facility at Roanoke's premier park, the Parks and Recreation Department has secured approximately \$64,000.00 in donated funds, goods, and services.

Several needed changes in the construction plans created a \$10,500.00 shortfall in capital funding. These changes included the removal of an already installed wall, upgrading the floor finish, and a combination of other small changes to improve the interior and exterior of the facility. This amount is part of Change Order #4. The project has had four (4) change orders totaling \$80,376.00, which is 15% of the original contract in the amount of \$530,957.00.

Recommended Action:

City Council authorize transferring \$10,500.00 of CMERP funds currently in operating account 001-620-7110-2035, to capital account, 008-052-9711-9065, in order to complete payment for the construction of the Mill Mountain Center.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/jjn

cc: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
George C. Snead, Assistant City Manager for Community Development
Wanda B. Reed, Acting Director, Parks and Recreation
Philip C. Schirmer, City Engineer

#01-406

February 5, 2001

The Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Jackson Fitness Center Agreement

Background:

Jackson Fitness Center is scheduled to open by March 1, 2001. Parks and Recreation opened its first fitness center in partnership with the Roanoke City Public Schools at Breckinridge Middle School in October, 1997. This was followed by fitness center openings at Wilson Middle School in November, 1998, and Addison Middle School in December, 1999. The opening of the fourth fitness center, at Jackson Middle School, will provide fitness center access in all four quadrants of the City.

A fitness room has been prepared at Jackson Middle School and is awaiting arrival of the equipment. Roanoke City Public Schools will use the fitness room and equipment for physical education classes and sports conditioning. Parks and Recreation will operate the facility as a fitness center, open to the general public during non-school hours. Details of the rights of both Parks and Recreation and the Roanoke City School Board are contained in the attached Agreement. A second report relating to the charging of fees at City run fitness centers will be circulated at this meeting of City Council. Currently, the following fees are charged at the other three City run fitness centers:

City Resident - monthly	\$15.00
City Resident - per visit	4.00
Non-City Resident - monthly	22.00
Non-City Resident - per visit	5.00

The Honorable Mayor and Members of City Council
February 5, 2001
Page 2

Recommended Action:

City Council authorize the City Manager to execute the attached Agreement, approved as to form by the City Attorney.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/jjn

cc: Dr. Wayne E. Harris, Superintendent of Schools
Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
George C. Snead, Assistant City Manager for Community Development
Wanda B. Reed, Acting Director, Parks and Recreation

#01-407

February 5, 2001

The Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject: Fitness Center Discounts for City and School Employees

Background:

Public fitness centers are currently being operated in three Roanoke City Public Middle Schools: Breckinridge, (1997); Wilson, (1998); and Addison, (1999). A new fitness center at Jackson Middle School is scheduled to open by March 1, 2001. Each center offers cardiovascular and circuit training equipment to the general public during non-school hours while each is used by the schools to enhance their physical education programs during school hours. Current fees for public usage are \$15 per month or \$4 per visit for city residents and \$22 per month or \$5 per visit for non-city residents. City Council previously approved minimum user fees for these facilities to be no less than \$10 per month, or \$2 per visit for city residents and \$15 per month, or \$3 per visit for non-city residents, but authorized the Manager (now the Director) of Parks and Recreation to adjust fees so long as they did not fall below market rates for similarly situated fitness centers and were equal to the fees charged at all other City operated fitness centers. Since the first fitness center opened, rates were adjusted on one occasion to encourage usage during non-peak times, and on another occasion to reflect changing operating costs.

Considerations:

To encourage employees to improve their physical fitness and become a healthier workforce, I am recommending that City Council approve a discounted rate of \$10 per month for all full-time City and School Board employees, regardless of where they live, for the use of these fitness centers. This program would begin March 1, 2001. The program kickoff would be preceded by an awareness campaign including meetings, City Page announcement, and informational brochures for employees.

Recommended Action:

1. City Council amend the Resolutions pertaining to Addison (#34514-102099), Breckinridge (#33609-100697), and Wilson (#34029-100798) Fitness Centers to allow City and School Board employees, including those employees who do not reside within the City, to pay the recommended \$10.00 per month discount rate.
2. City Council authorize amendments to the Agreements with the Roanoke City School Board for operating Wilson and Breckinridge Fitness Centers to permit the \$10.00 per month discounted rate.
3. Add to the Fee Compendium to reflect the following fee schedule for all City run fitness centers and permit the Director of Parks and Recreation to adjust said fees so long as the fees charged to any user within each group are equal and such fees are not less than the fees charged to users of similarly situated fitness centers not operated by the City of Roanoke:

	Monthly Fee	Daily Fee
Persons providing proof of full-time employment by the City of Roanoke or City of Roanoke School Board	\$10.00	-----
Persons providing proof of residency in the City of Roanoke but who are not employed by the City of Roanoke or the City of Roanoke School Board	\$15.00	\$4.00
All other persons	\$22.00	\$5.00

Respectively submitted,

Darlene L. Burcham
City Manager

DLB/jjn

cc: Dr. E. Wayne Harris, Superintendent of Schools
Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
George C. Snead, Assistant City Manager for Community Development
Wanda B. Reed, Acting Director of Parks and Recreation

#01-408

February 5, 2001

The Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Virginia State Department of Health and the City of Roanoke
Service Agreement

Background:

Section 32.1-31, Code of Virginia, authorizes the City to enter into a contract with the State Board of Health for the operation of the local health department in the city. The contract between the City and the Board must specify the services to be provided in addition to the services required by law and, and must contain other provisions as the Board and the city may agree upon.

Current Situation:

Agreement and services checklist was completed per instructions received by the State Health Department from Dr. Robert Stroube, Deputy Commissioner for Community Health Services, dated September 27, 1988. This contract has an automatic year to year renewal. The amount of funds dedicated to this contract for each fiscal year is negotiated and agreed to. Agreement between the Commonwealth of Virginia and City of Roanoke is necessary for proper billing to localities for health and environmental services.

The initial local required match amount of \$1,061.202 (40.36%) of total cooperative budget was included in the fiscal year 2000-01 resource allocation plan adopted by City Council in May, 2000.

An additional amount of \$85,208 is required to match additional state funding. Funding is available in Account No. 001-121-2138-2008, Residential Detention Services, as actual utilization of bed space has been less than the initial projection.

The 2000/01 Health Department Budget is based on approved funding as follows:

a.	State	\$ 1,605,849 (59.64%)
b.	Local Match	<u>\$ 1,146,412</u> (40.36%)
		\$ 2,752,261

Services to be provided include the following:

1. Communicable Disease Services
2. Child Health Services
3. Maternal health Services
4. Family Planning Services
5. Environmental Health Services
6. Management and Support Services
7. Dental Health Services
8. Specialty Clinic Services
9. Other Public Health Services
 - a. Including Medicaid Nursing Home Screening
10. Public Health Service provided under local ordinance
 - a. Including Insect Control, Rodent Control, Swimming Facilities and Grocery Store Delicatessens.

Recommendation:

City Council approve the transfer of \$85,208 from Account No. 001-121-2130-2008 Residential Detention Services to Account No. 001-630-5110-3700 Health Department Subsidies and authorize the City Manager or her designee to execute the agreement, in the form approved by the City Attorney with the State Health Department as provided for by State law.

Respectfully submitted,

Darlene L. Burcham
City Manager

cc: Mary F. Parker, City Clerk
James D. Grisso, Director of Finance
William M. Hackworth, City Attorney
Glenn D. Radcliffe, Director of Human Services
Dr. Molly Rutledge, Director, Roanoke City Health Department

#: 01-413

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

The 5th day of February, 2001.

A RESOLUTION authorizing the City Manager or her designee to enter into an agreement with the Virginia Department of Health relating to the operation of the local Health Department, upon certain terms and conditions.

BE IT RESOLVED by the Council of the City of Roanoke that the City Manager or her designee, and the City Clerk are hereby authorized, for and on behalf of the City, to execute and attest, respectively, the requisite agreement with the Virginia Department of Health, pursuant to §32.1-31, Code of Virginia (1950), as amended, such agreement establishing the financial contributions of the City and the Commonwealth to the local Health Department, a copy of such agreement being attached to the report of the City Manager, dated February 5, 2001, such agreement to be in form approved by the City Attorney.

ATTEST:

City Clerk.

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Proposal for Purchasing Cards for Small Purchases and
Travel Expenses

Background:

The Finance Director has previously briefed the City Council on the benefits of purchasing cards which would facilitate purchasing for small transactions and create processing efficiency through payment of one bill, replacing numerous payments to many individual vendors. Purchasing cards are a "best practice" as identified by the Government Finance Officers Association. The Commonwealth of Virginia and numerous Virginia localities use such cards.

Written administrative policies and procedures will delineate employee responsibility, spending and transaction limits, clear guidelines on the appropriate uses of the cards, including approved and unapproved merchant category codes and guidelines for making necessary purchases. Appropriate management approval will be required to authorize card issuance.

Considerations:

Proposals for purchasing card services were requested. Three (3) proposals were received and evaluated in a consistent manner by the proposal committee named below. Interviews were conducted and negotiations were completed in accordance with Chapter 23.1, Procurement, of the Code of the City of Roanoke (1979), as amended, with The First National Bank of Atlanta, d/b/a Wachovia Bank Card Services, ranking in the first position.

Under the terms of the proposal and contract, Wachovia Bank Card Services will provide the City with purchasing cards for authorized departments and employees of authorized departments. Cash advances will not be permitted under this contract. Wachovia will provide software allowing the City to access its account information electronically, installation assistance, training, and customer support. As shown on the Fee Schedule, attached hereto, Wachovia has proposed that almost all fees be waived. The only charges that the City could potentially incur would be fees for late payments or an early contract termination fee for terminating the contract before the initial one year term.

Honorable Ralph K. Smith, Mayor, and Members of City Council
Proposal for Purchasing Cards for Small Purchases and Travel Expenses
February 5, 2001
Page 2

The proposed agreement provides that the City shall indemnify and hold harmless Wachovia Bank Card Services for, from and against any and all liabilities which may be incurred by Wachovia Bank Card Services because of any and all acts of omission or commission by the City, its officers, agents or employees in any way relating to or arising out of the agreement. The City shall not be liable for indemnification if the liability arises from the negligence, gross negligence or willful misconduct of Wachovia Bank Card Services. The City has not waived its sovereign immunity, but has specifically preserved the same in the proposed agreement.

Recommended Action:

Authorize the City Manager to enter into a contract, in a form approved by the City Attorney, with The First National Bank of Atlanta, d/b/a Wachovia Bank Card Services of Atlanta, Georgia, to provide purchasing card services for a period of one (1) year with the option, by both parties in writing, to renew for two (2) additional one (1) year periods.

Respectfully submitted,

Robert H. Bird, Municipal Auditing

Cynthia S. Loar, Finance

Ann H. Shawver, Finance

Tammy H. Todd, Finance

Robert L. White, Purchasing

Honorable Ralph K. Smith, Mayor, and Members of City Council
Proposal for Purchasing Cards for Small Purchases and Travel Expenses
February 5, 2001
Page 3

I concur in the recommendation of the proposal committee and recommend it to you for approval.

Respectfully submitted,

Darlene L. Burcham
City Manager

c: City Clerk
City Attorney
Director of Finance
Manager, OMB
Manager, Purchasing Department

#01-600

February 5, 2001

Honorable Ralph K. Smith, Mayor
Honorable William H. Carder, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable C. Nelson Harris, Council Member
Honorable W. Alvin Hudson, Jr., Council Member
Honorable William White, Sr., Council Member
Honorable Linda F. Wyatt, Council Member

RE: Judicial Sale of Real Property for delinquent taxes ("Tax Sale")

Dear Mayor Smith and Members of Council:

Background:

State law provides localities the right to sell real estate after the first anniversary date on which the taxes or other assessments remain unpaid. The property sold under these proceedings will be free and clear of all liens incurred by the owner and any other party involved in the suit. In addition, reasonable attorney's fees can be paid out of sale proceeds. Despite vigorous collection efforts by the Office of Billings & Collections, certain property owners have not paid their debts. In addition to unpaid taxes, many of these properties cause concern to surrounding property owners because the property is not maintained thereby creating a blight on the neighborhood. Another benefit from the tax sale is that the City will collect future real estate taxes and avoid incurring weed/trash abatement and demolition/board up costs.

On October 22, 1997, City Council authorized the judicial sale of approximately 200 properties. Auctions of these properties were held throughout 1999. On March 6, 2000, City Council authorized the judicial sale of approximately 120 properties. Auctions for these properties are scheduled to conclude by June 2001.

In recent years, Billings and Collections has published an annual listing of tax delinquent properties that have failed to respond to demands for payment. These advertisements have been placed in the local newspapers and have produced many responses and collections of delinquent real estate taxes. On November 12, 2000, 354 properties with \$588,000 in delinquent taxes were advertised in The Roanoke Times. These properties had taxes that were two years or more delinquent. As of January 26, 2001 delinquent real estate taxes totaling \$364,189 have been collected pursuant to this advertisement. Our next step in the

collection process is to request your approval to begin the Tax Sale process for those properties that have failed to respond to the advertisement.

Current Situation:

Lists with delinquent real estate taxes and assessments have been compiled by the collectors in Billings and Collections. The City Attorney, City Treasurer, and Housing Development Coordinator also concur in the recommendation that properties on the attached lists be subject to the tax sale. These lists reflect delinquent taxes and assessments as of February 1, 2001. Real estate taxes on the properties identified on the exhibits herein have been delinquent for two or more years. However, there are five properties listed on the exhibits that have a demolition lien and one year of delinquent real estate taxes which qualify under state law for the tax sale process.

A law firm has been selected by the City Attorney's Office and Billings and Collections to file the suits and to take all necessary action to sell the property listed herein. The legal fees will be paid by the property owner when the delinquent taxes or other assessments are paid or from the sale proceeds at the time of sale.

As a part of the legal process required by law for a tax sale, the law firm will send property owners letters advising them that the suits will be filed to sell the property in order to collect the taxes and assessments and will publish a legal notice identifying the property in the newspaper. Property owners still be able to redeem their property by paying all delinquent taxes, fees, and assessments up until the day before the sale. It is anticipated that the first suits for these properties will be filed in April 2001 and that auctions will be held by September 1, 2001.

Recommendation:

We recommend that suits be initiated to collect delinquent taxes and assessments by tax sale with respect to properties on the lists attached as Exhibit A, vacant buildings and lots and Exhibit B, non-owner occupied properties.

Section 58.1-3954 of the Code of Virginia requires that any suits be instituted and collected in the name of the city in which the taxes are assessed and at the direction of the governing body of the city. An appropriate resolution is attached.

Honorable Mayor and Members
of City Council
February 5, 2001

Page 3

We will respond to questions you might have on this matter.

Sincerely,

James D. Grisso
Director of Finance

JDG:s
Attachments

c: Darlene L. Burcham, City Manager
William M. Hackworth, City Attorney
David C. Anderson, City Treasurer
Dana D. Long, Chief, Billings & Collections
Dan Pollock, Housing Development Coordinator

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Atwater, Herman	Lot 18-20, Blk 7, Map Fairland	Lot - Ordway Dr NW	2470610	1,226.28
Bartley, Bobby L	Lot 6, Blk 15, Map Jackson Park	Lot - Wallace Ave NE	3221906	160.61
Bartley, Bobby L & Mary A	Lot 8, Blk 15, Map Jackson Park	Lot - Wallace Ave NE	3221908	160.61
Bartley, Bobby L	Lot 11, Blk 15, Map Jackson Park	Lot - Wallace Ave NE	3221921	56.27
Begley, John M Jr	.18 Acres, Map Narrows	Lot - Old Rocky Mount Rd SW	5390103	1,316.19 7,473.90(L)
Birkes, Fred Halsey	Lot 17, Blk 15, Map RF&H	Lot - 511 Patton Ave NW	2010522	46.99 199.46(L) 218.84(L) 177.86(L)
Carter & Jones Dry Cleaning & Dyeing Inc	Lots 10&11, Blk 25, Map WCL Co	Lot - Melrose Ave NW	2761809	1,673.63
Clark, Charles R Sr & Rebecca H	New Lot A, Map Salem Road	Lot - McVitty Rd SW	5100534	680.45
Craft, Floyd & Iris N Etal	Lot 10 & Pt Lot 9, Blk 26, Map Rorer	Lot - Salem Ave SW	1111410	256.18
Craft, Floyd & Iris N Etal	Pt Lots 1&2, Blk 26, Map F Rorer	Lot - 10 th St SW	1111418	251.09 230.81(L)
Doss, Julian C Jr	Lot 14, Blk 10, Map Jackson Park	Lot - Edmund Ave NE	3222213	160.61
Doss, Julian C Jr	Lot 15, Blk 10, Map Jackson Park	Lot - Edmund Ave NE	3222214	160.61
Ellington, Larry L	Pt Lot 7, Map Queensburg HTS	Lot - Mississippi Ave NE	3130427	175.53

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Evans, Eric & Powell, Christopher C	Lot 8 & Pt 7, Blk 21, Map RF&H	Lot - Fifth St NW	2013113	153.21
Goldstein, Lawrence A	Lot 3, Blk 1, Map Victor Land	Lot - 828 Staunton Ave NW	2031104	274.73
Guard, Paul J Jr.	.37 Acres, Map Peters Creek	Lot - Clovis St NW	6081219	124.71
Hale, Claudine	Lot 1, Blk 8, Map Lincoln Ct.	Lot - Downing St NW	2041214	276.30
Heard, Raynham T & Angela M	Lot 3, Blk 1, Map WEL	Lot - Salem Ave SW	1212004	71.13
Hodges Lumber Corporation	Lot 11, Blk 25, Map RF&H	Lot - Shenandoah Ave NW	2112812	709.69
Hodges Lumber Corporation	Lot 12, Blk 25, Map RF&H	Lot - Shenandoah Ave NW	2112813	709.69
Hodges Lumber Corporation	W ½ Lot 14, Blk 25, Map RF&H	Lot - Shenandoah Ave NW	2112815	360.84
Hodges Lumber Corporation	E ½ Lot 14, Blk 25, Map RF&H	Lot - Shenandoah Ave NW	2112818	366.01
Hollandsworth, J E Etux	Lot 2, Blk 22, Map East Gate	Lot - Seventeenth St NE	3230802	130.76
Hollandsworth, J E Etux	Lot 3, Blk 22, Map East Gate	Lot - Seventeenth St NE	3230803	71.13

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Howell, G W & Verna Lou	Lot 10, Blk 4, Map WP	Lot - Church Ave SE	4011610	147.52
Jordon, Alvin M	Lot 18, Blk 18, Map NS	Lot - Rutherford Ave NW	2121513	136.64
Kimberlin, Albert Lorenza	Lot 12, Blk 9, Map RLI-1890	Lot - Sixth St SE	4022419	580.20
King, Elizella S	Lot 7, Blk 84, Map Melrose	Lot - Essex Ave NW	2323007	151.18
Lavender, Bobby	Lot 2, Blk 3, Map Ingleside	Lot - McDowell Ave NW	2120921	81.38
Lavender, Bobby	Lot 3, Blk 3, Map Ingleside	Lot - McDowell Ave NW	2120922	81.38
Lavender, Bobby	Lot 4, & Pt 5, Blk 3, Map Ingleside	Lot - McDowell Ave NW	2120923	127.96
Lavender, Bobby	Lot 10, Blk 3, Map Ingleside	Lot - Madison Ave NW	2120929	81.38
Lavender, Bobby	Lots 11-12 & Pt 13, Blk 3, Map Ingleside	Lot - Madison Ave NW	2120930	197.73
Layton, Raymond L & Roselyn	Lot 21, Blk 2, Map The Investment Co	Lot - Thirteenth St SE	4122929	445.66
Lotz, Frances C	Pt of A Lot, Map Castle Corp	Lot - Wise Ave SE	4210121	115.90
McDowell, Calvin G & Sherri W	SS Wells Ave 122Ft W, Map of OS Jeff St 60x140F	Lot - Wells Ave NW	2013008	2,583.81

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Mack, Jean A	NS Patton Ave 80Ft W, Map OS 4 th St 40 Ft.	Lot - Patton Ave NW	2010614	457.02 8,524.38(L)
Messick, Jean C	Lot 28-29, Blk 3, Map Laurel Terr	Lot - Larchwood Ave NE	3120314	167.00
Mitchell, George M	Lot 14, Blk 30, Map East Gate	Lot - Sixteenth St NE	3231914	292.74
Moore, Rashi	Lot 4, Blk 1, Map T & T	Lot - Loudon Ave NW	2111704	817.20
Moore, Sadie Willis	Lot 7, Blk 85, Map Melrose	Lot - Moorman Ave NW	2322907	256.61 12,738.63(L)
Moorman, Samuel B Jr Walker, Ressa V	Lot 15, Blk 4, Map WEL	Lot - Rorer Ave SW	1211710	35.64 23,792.64(L)
Mubeidin, Shelia E	Lot Pt 5&6, Blk 14, Map RF&H	Lot - Harrison Ave NW	2010206	181.04 9,534.42(L)
Musselman, Edgar R	N ½ Lot 8, Blk 15, Map RL & I-E Tayloe	Lot - Tenth St SE	4111324	167.96
Painter, P Noel & Martha H	Lot 19, Blk 3, Map ESL	Lot - Church Ave SE	4111907	61.34
Rebuilding Black Communities Inc	Lot 12, Blk 33, Map RV	Lot - Rorer Ave SW	1312112	127.96 189.19(L)
Rebuilding Black Communities Inc	Pt Lots 7&8, Blk 6, Map RF&H	Lot - Patton Ave NW	2010826	67.36 138.62(L)

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Robertson, Thelma F	N Pt Lot 1, Blk 23, Map Morningside Hts	Lot - Buena Vista Blvd SE	4131436	86.19
Robinson, Julian P & Louise Nance	Pt Lot 9, Map Layman	Lot - Old Salem Road SW	5210309	80.11
Robinson, Julian P & Louise Nance	Lot 9-B, Map Layman, SD	Lot - Old Salem Road SW	5210310	80.11
Rodgers, Kenneth J & Phyllis M	Lot 17, Blk 11, Map Villa Hts	Lot - Crescent St NW	2431217	133.81
Saunders, Duser M & Vera E	Lot Pt 18-19-20, Blk 14, Map RF&H	Lot - Fifth St NW	2010222	75.98
Shifflett, Wayne Eugene	Lot 8, Blk 1, Map HH Markley	Lot - Ninth St SW	1112110	263.40 225.00(L) 9,918.60(L)
Stokes, Jesse W	Lot 13, Blk 86, Map Melrose	Lot - Essex Ave NW	2322414	141.76
Stokes, Jesse W	Lot 14, Blk 86, Map Melrose	Lot - Essex Ave NW	2322415	127.84
Strange, Valerie P Perry, Charles M Jr	Lot 14, Blk 29, Map RV	Lot - Rorer Ave SW	1312211	86.08
Strange, Valerie P Perry, Charles M Jr	Lot 3, Blk 4, Map Rosemont No. 2	Lot - Cove Rd NW	2340803	257.23
Timberline of Virginia Inc	Pt Lot 1, Blk 14, Map Round Hill Pk No. 5	Lot - Pleasant View Ave NW	2141501	34.86

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Lots

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Timberline of Virginia Inc	Pt Lot 2, Blk 14, Map Round Hill Pk No. 5	Lot - Pleasant View Ave NW	2141502	16.17
Timberline of Virginia Inc	Lot 22 Blk 36, Map East Gate	Lot - Sunset Ave NE	3220222	119.54
Timberline of Virginia Inc	Lot 23, Blk 36, Map East Gate	Lot - Sunset Ave NE	3220223	119.54
Timberline of Virginia Inc	Lot 24, Blk 36, Map East Gate	Lot - Sunset Ave NE	3220224	119.54
Timberline of Virginia Inc	Lot 25, Blk 36, Map East Gate	Lot - Sunset Ave NE	3220225	119.54
Triplett, William C	Pt Lts 1-5, Map E M Gearhart	Lot - Yellow Mountain Rd SE	4400434.	844.05
Wallace, Clarence	Pt Lots 15 & 16, Blk 21, Map RF&H	Lot - Fifth St NW	2013123	191.39
Wallace, Clarence	Pt Lot 15, Blk 3, Map Lincoln Court	Lot - Dunbar St NW	2041515	20.81
Ward, Ruth R	Lot 31, Blk 13, Map RL&I Tayloe	Lot - Norfolk Ave SE	4210214	34.40
Ward, Ruth R	Lot 33, Blk 13, Map RL&I Tayloe	Lot - Norfolk Ave SE	4210216	22.95
Williams, Stefan Kraig	Lot 5, Blk 2, Map Jennings	Lot - Mountain Ave SE	4021111	527.75
Wood, Mary E	Lot 8, Blk 13, Map EB&I	Lot - Woods Ave SW	1030808	197.87 26,993.76(L)

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Wright, Van Tyrone	Pt Lot 28, Blk 19, Map NS	Lot - Rutherford Ave NW	2121707	75.98
Wright, Van T	Pt Lots 27, & 28, Blk 19, Map NS	Lot - Rutherford Ave NW	2121708	75.98

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Buildings

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Atwater, Herman	Lot 15-17, Blk 7, Map Fairland	2719 Ordway Dr NW	2470608	1,645.54
Bane, Roy	Pt Tract 2, Map Fairview	624 36 th St NW	2640107	1,552.48
Bartley, Bobby L & Mary A	Lot 7, Blk 15, Map Jackson Park	1820 Wallace Ave NE	3221907	5,252.08
Branch, Elsie D	Pt Lts 3&4, Blk 49, Map RF&H	1022 Gilmer Ave NW	2111304	1,363.05
Brewer, Ivan M	S ½ Lot 7, Blk 15, Map Villa Hgts	2431 Clifton St NW	2430413	1,213.43
Campbell, Wayne M & Victoria M	S Pt Lot 6, Blk 3, Map Forest Park	1020 Palm Ave NW	2430920	902.80
Contimortgage Corporation	Lot 7, Blk 1, Map Swarthmore Place	3043 Ferncliff Ave NW	2480307	1,708.23
Craft, Floyd & Iris N Etal	Pt Lot 9, Blk 26, Map Rorer	1002 Salem Ave SW	1111411	469.19
Dalton, Ivory M	Lot 6, Blk 43, Map RF&H	910 Loudon Ave NW	2111908	522.57
Gainsboro & Comm Business Dev Co	Lot 21, Blk 3, Map SPH Miller	308 Harrison Ave NW	2010320	364.87
Heard, Raynham T & Angela M	Lot 2, Blk 1, Map WEL	1306 Salem Ave SW	1212005	309.74
Heard, Raynham T & Angela M	Lot 1, Blk 1, Map WEL	1302 Salem Ave SW	1212006	527.50
Hodges Lumber Corporation	Lot 13, Blk 25, Map RF&H	613 Shenandoah Ave NW	2112814	1,449.45

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Buildings

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Hodges Lumber Corporation	Lot 15-16, Blk 25, Map RF&H	603 Shenandoah Ave NW	2112816	9,968.65
Howell, Alzie May	Lot 33, Blk 4, Map WP	618 Tazewell Ave SE	4011625	698.42
Ideal Cleaners Inc	Lot 2, & Pt 8, Blk 1, Map Oakland	1509 Williamson Rd NE	3070702	3,398.15
King, Elizella S	Lot 8, Blk 84, Map Melrose	2001 Moorman Ave NW	2323008	928.83
Knisley, Rodger L & Debbie B	Lot 3, Blk 14, Map WEL	1610 Patterson Ave SW	1213106	850.38
Lee, Zepha K Life Estate	Lot 1, Blk 2, Sec 1, Map Gainsboro Neighborhood	348 Madison Ave NW	2022101	2,537.97
Mills, J L	Lot N ½ 9& N ½ 10, Blk 6, Map WCL Co	1320 Westside Blvd NW	2670408	1,067.83
Phillips, Bill Properties LTD	Lot 1 & 2, Blk 10, Map Runnymede	213 25 th St NW	2310501	2,846.83
Renovation Specialists Inc	Pt Lots 7 & 8, Blk 1, Map WEL	1305 Rorer Ave SW	1212012	309.74 247.06(L)
Robinson, Julian P & Louise Nance	Lot 7 & Pt 9, Map Layman	1808 Westland Rd SW	5210307	3,687.36
Saunders, Joseph E & Julia F	Lot 4, Sec 4, Blk 12, Map Foxwood	602 Leslie Lane NW	2741604	2,575.77
Stokes, Jesse W	Lot 15-16, Blk 86, Map Melrose	502 21 st Street NW	2322416	563.89
Taylor, James L	Lot 12, Blk 20, Map Runnymede	Vacant - Centre Ave NW	2420612	805.04

Parcels Recommended for Tax Sale 2/5/01

Exhibit A

Vacant Buildings

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Terry, Courtney M	Lot 14, Blk 97, Map Melrose	2211 Orange Ave NW	2321013	568.79
Traylor, Eugenia E Traylor, Eric J	Lot 4-6, Blk 9, Map Fairland	2725 Cove Rd NW	2470402	2,284.32
Wallace, Clarence	Lot 11, Blk 28, Map HP	1624 Gilmer Ave NW	2211403	1,398.70
Watson, Luther J	N Pt Lots 8-9, Blk 24, Map Melrose	609 14 th St NW	2222608	1,210.22
Wilson, Thurman D & Janice E	Lot 24, Blk 2, Map Moomaw Hts	4218 Moomaw Ave NW	6050223	2,708.87

Parcels Recommended For Tax Sale 2/5/01

Exhibit B

Non-Owner Residence - Occupied Properties

<u>Owner's Name</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	<u>Taxes/Others</u>
Browning, Antony C	WS Franklin Ave S Col, Col Hgts HTS Rd & N Map N&W	2001 Franklin Rd SW	1040501	3,662.99
Carter & Jones Dry Cleaning & Dyeing Inc	Lots 4-7, Blk 25, Map WCL Co	4026 Melrose Ave NW	2761804	8,354.37
Carter & Jones Dry Cleaning & Dyeing Inc	Lots 8-9, Blk 25, Map WCL Co	4012 Melrose Ave NW	2761807	2,966.93
Chase Manhattan Bank Trustee	Lot 19, Blk 3, Map Eureka Land	1418 Staunton Ave NW	2220409	2,087.04
Crenshaw, Carl H & Melanie B	Lot 3, Blk 19, Map WEL	1610 Chapman Ave SW	1320505	766.68
Dillon, Curtis R	Lot 13, Blk 1, Map Redwood Park	1629, 1631 Redwood Rd SE	4350313	5,895.56
DMS LLC	Lot 8, Blk 7, Sec SW 3, Map OS	113, 115, Albemarle Ave SW	1022308	2,155.82
Doss, Daniel W. & Elizabeth	Acreage, Map Watts Land	904 Greenhurst Ave NW	2060824	1,487.63
Doss, Julian C Jr & Dolores M	Lots 28 & 29, Blk E, Map Williamson Grove	134 Noble Ave NE	3080718	1,116.77

Parcels Recommended For Tax Sale 2/5/01

Exhibit B

Non-Owner Residence - Occupied Properties

<u>Owner's Name</u> <u>Taxes/Others</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	
Dunnaville, David A Jr	New Tract A, Map Sanford Hill	1707, 1711 Cove Rd NW	2350117	2,348.89
Fau, Enele	Lot 12, Blk 87, Map Melrose	2119 Melrose Ave NE	2321812	811.43
Finney, Melvin	Lot 14, Blk 21, Map HP	1712 Loudon Ave NW	2211906	560.24
Goldstein, Lawrence A Trs	Lot 4, Blk 2, Map Gish	432 Highland Ave SW	1021904	1,754.29
Harden, Zina & Gracie Bell	Lot 8, Blk 5, Map Rosemont No. 2	1322 Leon St NW	2340908	1,814.23
Holt, Viola Jacobs	Pt Lot 13, Blk 1, Map Nat Inv Co	1016 Twelfth St SE	4121709	1,601.87
Huff, Edward J & Margaret J	Lot 8, Blk 60, Map Melrose	1702 Mercer Ave NW	2332308	3,111.71
Hylton, Nancy Miller	Lot 11, Blk 24, Map Mel	1319 Essex Ave NW	2222612	559.47
Lawhorn, Tony L	Lot 1, Blk 6, Map Webb	730 Norfolk Ave SW	1111101	1,929.52

Parcels Recommended For Tax Sale 2/5/01

Exhibit B

Non-Owner Residence - Occupied Properties

<u>Owner's Name</u> <u>Taxes/Others</u>	<u>Legal Description</u>	<u>Property Address</u>	<u>Tax Map</u>	
Lee, Aver A Estate	Lot 3C, Blk 11, Sec NW 5, Map Official Survey	325 Patton Ave NW	2010719	642.96
Moss, Lewis D & Dorothy L	Lot 8, Blk 3, Map Franwill	1701 Franwill Ave NW	2330414	6,760.97
Robertson, Violet Etal	Lot 3, Blk 2, Map Sanford Hill	1711 Jersey Ave NW	2350303	2,132.54
Rogers, Tony R	Lot 2, Blk 11, Map Waverly	1108 17 th St SE	4221102	1,463.89
Small, Marc James	WS 1 st Street 112.3 Ft N OS Elm Ave 37Ft	713 First Street SW	1020430	1,303.75
Snow, George Ray	Lot 6, Blk 9, Map Riv Dev Corp	1521 Seventh St SE	4141509	809.25
Tawalben, Fahed	Lot 9, Blk 11, Map WEL	419 13 th St SW	1213416	1,364.75
Wade, William J - Trustee Mid State Land Trust II	Lot 10, Sec 9, Map Gainsboro	230 Rutherford Ct NW	2021689	1,254.01

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Bid Committee Report
Remodel Recreation Centers for ADA Compliance
Bid No. 00-11-38

Background:

After proper advertising, bids were received to remodel four (4) City recreation centers (Mountain View, Buena Vista, Preston and Eureka) to be in compliance with the Americans with Disabilities Act requirements and the contract documents as prepared by the Office of the City Engineer.

Four (4) bids were received with JMW, Inc., 2578 Stoney Battery Road, Troutville, Virginia 24175, submitting the low bid in the amount of \$39,480.00. The construction time was specified as seventy-five (75) consecutive calendar days.

Considerations:

Funding in the amount of \$48,220.00 is available in account number 001-440-4330-3057 and needs to be transferred to a new capital account entitled "Remodel Recreation Centers".

Contract Amount	\$39,480.00
Contingency	4,000.00
Asbestos and Lead Abatement	4,200.00
Reproduction Costs	180.00
Advertisement	<u>360.00</u>
Total	<u>\$48,220.00</u>

Recommended Actions:

Accept the above bid and award a lump sum contract for the above work with JMW, Inc. in the amount of \$39,480.00 and 75 consecutive calendar days of contract time, with a project contingency of \$4,000.00, and provide \$4,200.00 for asbestos and lead abatement, \$180.00 for reproduction costs and \$360.00 for advertising fees. Authorize the City Manager to enter into a contractual agreement for the same.

Transfer funding of \$48,220.00 to a new account to be established in the Capital Projects Fund entitled "Remodel Recreation Centers".

Reject the other bids received.

Respectfully Submitted,

William H. Carder

W. Alvin Hudson

Philip C. Schirmer

I concur in the recommendation of the Bid Committee and recommend it to you for approval.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/LBC/bls

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
D. Darwin Roupe, Director of General Services

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Bid Committee Report
Jail Elevator Renovation
Bid No. 00-11-52

Background:

The project consists of the renovation of the existing public access elevator at the City Jail. New elevator equipment is proposed, along with modifications to meet applicable building codes and ADA requirements.

After proper advertising, bids were received on Tuesday, December 19, 2000. Two (2) bids were received with Construction Services of Roanoke, Incorporated, 3812 Concord Place, Roanoke, Virginia 24018, submitting the low bid in the amount of \$129,500.

The lowest responsive and responsible bid mentioned above exceeded available funds. Therefore, in accordance with the bid documents, the Office of the City Engineer negotiated a cost reduction of \$1,500 with the low bidder. The negotiated contract price is now \$128,000 for the project. The construction time was specified as ninety (90) consecutive calendar days. The project contingency will be \$11,340.

Considerations:

Funding in the amount of \$65,000 was initially placed in the Jail operating account number 001-140-3310-9065. The project will require additional funding in the amount of \$79,000 from other accounts. Total funding for the project will be \$139,340, which includes a project contingency of \$11,340, which is approximately 9% of the cost.

Funding is available in the following accounts:

Jail – Construction Other 001-140-3310-9065	\$ 60,340
Capital Improvements Reserve – Building 008-052-9575-9173	20,000
Residential Detention Services 001-121-2130-2008	<u>59,000</u>
Total	<u>\$139,340</u>

Utilization of bed space at the Roanoke Valley Detention Commission has been lower than anticipated resulting in funding being available for reallocation.

The Capital Improvements Reserve – Building is a central account in the Capital Fund where unspent capital funds are transferred upon capital project closeout.

Recommended Actions:

Accept the above negotiated bid and award a lump sum contract for the above work with Construction Services of Roanoke, Incorporated in the amount of \$128,000 and 90 consecutive calendar days for completion of the work, with a project contingency of \$11,340. Authorize the City Manager to enter into a contractual agreement for the same, in a form approved by the City Attorney.

Transfer \$60,340 from Jail – Construction Other, account number 001-140-3310-9065; \$20,000 from Capital Improvements Reserve – Building, account number 008-052-9575-9173; and \$59,000 from Residential Detention Services, account number 001-121-2130-2008, to a new Capital Improvements Account to be established by the Director of Finance entitled “Jail Elevator Renovation”.

Reject the other bid received.

Respectfully Submitted,

William H. Carder

W. Alvin Hudson

Philip C. Schirmer

Bid Committee Report
Jail Elevator Renovation
Bid No. 00-11-52
February 5, 2001
Page 3

I concur in the recommendation of the Bid Committee and recommend it to you for approval.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/TWK/bls

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
D. Darwin Roupe, Director of General Services

February 5, 2001

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Subject: Bid Committee Report
Remodel Park Shelters for ADA Compliance
Bid No. 00-09-01

Background:

After proper advertising, bids were received to remodel seven City park shelters (Thrasher, Golden, Fallon, Wasena, Strauss, Smith and Crystal Springs) to be in compliance with the Americans with Disabilities Act requirements and the contract documents as prepared by the Office of the City Engineer. Six bids were received with Wyant Construction Company, Inc., 329 Brushy Mountain Road, Gretna, Virginia 24557, submitting the low bid in the amount of \$98,950.00 and 75 consecutive calendar days of contract time.

Considerations:

Funding in the amount of \$113,000.00 is available in "Replace Comfort Stations" account number 008-620-9742. This funding is part of a total amount of approximately \$420,000.00 appropriated to the account in August, 2000 from the issuance of 1999 bonds.

Contract Amount	\$ 98,950.00
Contingency	9,050.00
Lead Paint and Asbestos Abatement	<u>5,000.00</u>
Total	<u>\$113,000.00</u>

Recommended Actions:

Accept the above bid and award a lump sum contract for the above work with Wyant Construction Company, Inc. in the amount of \$98,950.00 and 75 consecutive calendar days of contract time, with a project contingency of \$9,050.00, and provide \$5,000.00 for Lead Paint and Asbestos Abatement. Authorize the City Manager to enter into a contractual agreement for the same, in a form approved by the City Attorney.

Transfer funding of \$113,000 to a new account to be established in the Capital Projects Fund entitled "Remodel Park Shelters for ADA Compliance".

Reject the other bids received.

Bid Committee Report
Remodel Park Shelters for ADA Compliance
Bid No. 00-09-01
February 5, 2001
Page 2

Respectfully Submitted,

William H. Carder

W. Alvin Hudson

Philip C. Schirmer

I concur in the recommendation of the bid committee and recommend it to you for approval.

Respectfully submitted,

Darlene L. Burcham
City Manager

DLB/LBC/bls

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
James D. Grisso, Director of Finance
D. Darwin Roupe, Director of General Services

01-102

TABULATION OF BIDS**REMODEL PARK SHELTERS FOR ADA COMPLIANCE
BID NO. 00-09-01**

Bids were opened by D. Darwin Roupe, Director of General Services, on Wednesday, November 22, 2000, at 2:00 p.m.

CONTRACTOR	BASE BID
Wyant Construction Company, Inc.	\$ 98,950
U.S. Construction Co. of Roanoke	\$114,600
Breakell, Inc.	\$122,938
Construction Services of Roanoke, Inc.	\$134,120
Acorn Construction, Ltd.	\$175,600
Bruce Roy	\$196,444

Estimated Cost: \$100,000 - \$120,000

Office of the City Engineer
Roanoke, Virginia
February 5, 2001



**CARDER
35193**

***ROANOKE CITY COUNCIL
REGULAR SESSION***

***FEBRUARY 5, 2001
12:15 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order--Roll Call. All Present.

THE MEETING OF ROANOKE CITY COUNCIL WAS DECLARED IN RECESS TO BE RECONVENED AT 12:25 P.M., IN THE EMERGENCY OPERATIONS CENTER CONFERENCE ROOM, ROOM 159.

Briefing on the I-73 Project.

Council went on record as opposing the option designated by the Virginia Department of Transportation as 376 through the City of Roanoke and opposing any other route through the City, other than 374 and 375 as shown on a map presented by VDOT representatives on February 5, 2001. (Vice-Mayor Carder and Mayor Smith voted no, Council Member Hudson was not present when the vote was recorded and Council Member White was absent.)

File #77-544

A communication from the Honorable Ralph K. Smith, Mayor, requesting a Closed Meeting to discuss vacancies on various authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.1-344 (A)(1), Code of Virginia (1950), as amended. **(Approved 6-0)**

File #110-132

A communication from the City Attorney requesting a Closed Meeting to consult with legal counsel on a matter of actual litigation, pursuant to Section 2.1-344 (A)(7), Code of Virginia (1950), as amended. **(Approved 6-0)**

File #132

A communication from Council Member C. Nelson Harris, Chair, City Council Personnel Committee, requesting a Closed Meeting to discuss the performance of two Council-Appointed Officers, pursuant to Section 2.1-344 (A)(1), Code of Virginia (1950), as amended. **(Approved 6-0)**

File #132-184



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***FEBRUARY 5, 2001
2:00 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order -- Roll Call. All Present.

The Invocation was delivered by The Reverend Carl T. Tinsley, Pastor, First Baptist Church, Buena Vista, Virginia.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Ralph K. Smith.

Welcome. Mayor Smith.

NOTICE:

Meetings of Roanoke City Council are televised live on RVTB Channel 3. Today's meeting will be replayed on Channel 3 on Thursday, February 8, 2001, at 7:00 p.m., and Saturday, February 10, 2001, at 4:00 p.m. Council meetings are now being offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION. CITIZENS WHO ARE INTERESTED IN OBTAINING A COPY OF ANY ITEM LISTED ON THE AGENDA MAY CONTACT THE CITY CLERK'S OFFICE, ROOM 456, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., OR CALL 853-2541.

THE CITY CLERK'S OFFICE NOW PROVIDES THE ENTIRE CITY COUNCIL AGENDA PACKAGE ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS THE AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT WWW.CLROANOKE.VA.US, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ALL PERSONS WISHING TO ADDRESS COUNCIL ARE REQUESTED TO REGISTER WITH THE STAFF ASSISTANT WHO IS LOCATED AT THE ENTRANCE TO THE COUNCIL CHAMBER. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH, HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

PRESENTATIONS:

Proclamation declaring Monday, February 5 as Junior League of Roanoke Valley, Virginia, Inc.
Oh My Stars! Day.
File #3

CONSENT AGENDA

(APPROVED 7-0)

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

- C-1 Minutes of the regular meetings of Roanoke City Council held on Monday, August 7, 2000, and Monday, August 21, 2000.

RECOMMENDED ACTION: Dispense with the reading and approve as recorded.
File #132

- C-3 A communication from James D. Ritchie, Deputy City Manager, submitting his resignation as a City representative to the Hotel Roanoke Conference Center Commission, effective April 1, 2001.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

File #110-247

- C-4 A communication from S. James Sikkema, Executive Director, Blue Ridge Behavioral Healthcare, advising of the resignation of Ann Janney-Schultz as a member of the Blue Ridge Behavioral Healthcare Board of Directors.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

File #110-314-335

- C-5 A communication from Mark Petersen submitting his resignation as a member of the Roanoke Neighborhood Partnership Steering Committee.

RECOMMENDED ACTION: Receive and file the communication and accept the resignation.

File #110-488

- C-6 A communication from the City Manager requesting approval to advertise a special meeting of Council to conduct a joint public hearing on the South Jefferson Redevelopment Plan with the City Planning Commission and the Roanoke Redevelopment and Housing Authority on Monday, February 26, 2001, at 7:00 p.m., in Fitzpatrick Hall, the Jefferson Center, 541 Luck Avenue, S. W.

RECOMMENDED ACTION: Concur in request.

File #132-178-540

- C-7 Qualification of Clarence W. Hall as a member of the Advisory Board of Human Development for a term ending November 30, 2004.

RECOMMENDED ACTION: Receive and file.
File #15-110-318

REGULAR AGENDA

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

- a. Request to discuss efforts of the Roanoke Neighborhood Partnership Steering Committee. Gloria Dorma, Spokesperson.

**Ms. Dorma reiterated her remarks to Council at its regular meeting on October 4, 1999, requesting that Council and City staff consider the matter of housing density in connection with new construction, particularly in the northwest section of the City. She asked that her remarks be referred not only to the City Manager, but to the City Attorney for review as to legal ramifications.
File #488-178**

- b. Request to address United States Army opportunities. Lieutenant Harry C. Garner, Department of the United States Army, Roanoke Recruiting Station, Spokesperson.

**Council unanimously adopted a motion in support of U. S. Army opportunities.
File #549**

4. PETITIONS AND COMMUNICATIONS:

- a. A communication from Council Member C. Nelson Harris, Chair, City Council Personnel Committee, requesting that the establishment of an Assistant City Clerk position be referred to fiscal year 2001-02 budget study.

**Referred to fiscal year 2001-02 Budget Study.
File #38-60-184**

- b. A communication from Council Member William White, Sr., requesting that the matter of an increase in the City's transient room tax be referred to fiscal year 2001 - 02 budget study.

**Referred to fiscal year 2001-02 Budget Study. (Mayor Smith abstained from voting.)
File #60-79**

5. REPORTS OF OFFICERS:

- a. CITY MANAGER:

BRIEFINGS:

1. A communication with regard to Crystal Springs Pumping Station. (25 minutes)

No action.

File #468

2. A communication with regard to Wiley Drive. (15 minutes)

Council voted to accept the report of the City Manager with the request that City staff review and report to Council by Tuesday, February 20, 2001, on the implications of not including Wasena Park in the proposed plan, pending completion of the flood control project on the Roanoke River by the U. S. Army Corps of Engineers and that any plan which is submitted to Council will address requirements of the Americans with Disabilities Act. (Council Member Bestpitch voted no.)

File #67

Vice-Mayor Carder requested that City staff review the matter of installing stop signs at pedestrian crosswalks, and the posting of 13 mph as opposed to 15 mph speed limit signs.

3. A communication with regard to the new Roanoke Web Site. (10 minutes)

Received and filed.

File #175-403

ITEMS RECOMMENDED FOR ACTION:

4. A communication recommending that Council authorize the City Manager to enter into a one year agreement, with an option to renew for four additional one-year periods, with Woody Graphics, Inc., for commercial offset printing services, totaling approximately \$51,307.00 per year, or approximately \$256,535.00 over the five year period of the contract; and reject all other bids received by the City.

Adopted Resolution No. 35194-020501. (7-0)

File #409-467

5. A communication with regard to Affirmative Action and Diversity Initiatives for the calendar year 2000.

Council Member White reiterated a previous request that the City's Affirmative Action and Diversity Initiatives report be submitted to Council, automatically, on an annual basis.

Council Member Wyatt encouraged the City Manager to consider certain types of intensive diversity training programs for the City's managerial staff.

Received and filed.

File #411

6. A communication recommending approval of Change Order No. 7 to the contract with Thor, Inc., in the amount of \$50,637.00, for the new Police Building.

Adopted Budget Ordinance No. 35195-020501 and Ordinance No. 35196 - 020501. (7-0)

File #5

7. A communication recommending acceptance of a V-STOP Violence Against Women Grant from the Virginia Department of Criminal Justice Services, in the amount of \$33,754.00; and appropriation of funds in connection therewith.

Adopted Budget Ordinance No. 35197-020501 and Resolution No. 35198 - 020501. (7-0)

File #5-60-236

8. A communication recommending transfer of \$10,500.00 from Capital Maintenance and Equipment Replacement Program funds to complete payment for construction of the Mill Mountain Center.

Adopted Budget Ordinance No. 35199-020501. (7-0)

File #60-67-270

9. A communication concurring in a bid committee recommendation to accept the proposal of The First National Bank of Atlanta, d/b/a Wachovia Bank Card Services, to provide purchasing cards for small purchases and travel expenses, for a period of one year, with an option to renew for two additional one-year periods.

Adopted Resolution No. 35200-020501. (7-0)

File #541

10. A communication recommending execution of an agreement between the Roanoke City School Board and the City of Roanoke, allowing the City to operate a fitness center at Jackson Middle School for use by the general public.

Adopted Resolution No. 35201-020501. (7-0)

File #467

11. A communication recommending an amendment to the Fee Compendium to establish uniform fees for use of certain fitness centers operated by the City of Roanoke.

Adopted Resolution No. 35202-020501. (7-0)
File #289-467

12. A communication recommending execution of a contract with the Virginia Department of Health for operation of the local Health Department; and transfer of \$85,208.00 in connection therewith.

Adopted Budget Ordinance No. 35203-020501 and Resolution No. 35204 - 020501. (7-0)
File #22-60

13. A joint communication from the City Manager and the Director of Finance recommending execution of a lease agreement with SunTrust Leasing Corporation; and appropriation of \$2,503,000.00 in connection therewith.

Adopted Resolution No. 35193-020501. (7-0)

The Mayor requested a report from the Director of Finance with regard to the cost of acquiring the equipment through the lease-purchase agreement versus the conventional method of equipment acquisition.
File #60-373-472

CITY CLERK:

1. A report advising of expiration of the three-year terms of office of Melinda J. Payne and Ruth C. Willson as Trustees of the Roanoke City School Board on June 30, 2001, and applications for the upcoming vacancies will be received in the City Clerk's Office until 5:00 p.m., on Friday, March 9, 2001.

Received and filed.
File #110-467

c. DIRECTOR OF FINANCE:

1. A report recommending authorization to institute and conduct suits to collect delinquent real estate taxes and assessments by judicial sale.

Adopted Resolution No. 35205-020501. (7-0)
File #79-140

2. Financial report for the month of December 2000.

6. REPORTS OF COMMITTEES:

- a. A report of the Bid Committee recommending acceptance of the bid submitted by JMW, Inc., in the amount of \$39,480.00, to remodel four City recreation centers (Mountain View, Buena Vista, Preston and Eureka) for compliance with the Americans with Disabilities Act; transferring funds totaling \$48,200.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.

Adopted Budget Ordinance No. 35206-020501. (7-0)
File #60-67-353

- b. A report of the Bid Committee recommending acceptance of the bid submitted by Wyant Construction Co., Inc., in the amount of \$98,950.00, to remodel seven City park shelters (Thrasher, Golden, Fallon, Wasena, Strauss, Smith and Crystal Springs) for compliance with the Americans with Disabilities Act; transferring funds totaling \$113,000.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.

Adopted Budget Ordinance No. 35207-020501 and Ordinance No. 35208 - 020501. (7-0)
File #60-67-353

- c. A report of the Bid Committee recommending acceptance of the bid submitted by Construction Services of Roanoke, Inc., in the amount of \$128,000.00, to renovate the public access elevator at the City Jail; transferring funds totaling \$139,340.00; and a statement of concurrence in the recommendation by the City Manager. Council Member W. Alvin Hudson, Jr., Chair.

Adopted Budget Ordinance No. 35209-020501 and Ordinance No. 35210 - 020501. (7-0)
File #60-123

- d. A report of the Water Resources Committee recommending acquisition of property rights needed by the City for construction of sidewalk, curb and gutter between Aspen Street and Hershberger Road, N. W. Council Member Linda F. Wyatt, Chair.

Adopted Ordinance No. 35211-020501. (7-0)
File #57-468

- e. A report of the Water Resources Committee recommending that Council concur in a recommendation of the City Attorney with regard to the sale of vacated right-of-way. Council Member Linda F. Wyatt, Chair.

Concurred in the recommendation.
File #2-468

- f. A report of the Water Resources Committee recommending that a public hearing be advertised and, lacking any comments to the contrary, authorize execution of a document to grant a 15-foot easement across City-owned property located at 348 Campbell Avenue, S. W., to Verizon Virginia, Inc., to install underground facilities for telephone service to the new police building.

Concurred in the recommendation.
File #5-28-166-291

7. UNFINISHED BUSINESS: NONE.

8. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

9. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor, Vice-Mayor and Members of City Council.

Vice-Mayor Carder expressed concern with regard to the proliferation of paper boxes in the downtown area, especially in the Historic District, and requested that the matter be referred to the City Manager and the City Attorney for review and report to Council.

File #144-66

Vice-Mayor Carder requested that an inventory be prepared listing all property owned by the City of Roanoke in the Roanoke Valley, the location, and proposed use of the property.

File #166

Council Member Bestpitch referred to a briefing that was held during the 2001 Virginia Municipal League Legislative Day on Thursday, February 1, 2001, in Richmond, Virginia, with regard to natural gas prices. He advised that the gas companies have indicated that they will work with citizens to set up a budget payment plan, they are suspending any disconnections of gas at this time because of the winter season, and if any citizen is experiencing financial difficulty paying their gas bill, they are encouraged to contact their local gas company to inquire about a budget payment plan.

File #17-330-458

Council Member Wyatt proposed that Council adopt a document entitled, “Proposed House Rules/Code of Conduct” which was approved, in concept, by Council at its July, 2000, retreat.

A motion to adopt “City Council’s House Rules/Code of Conduct”, by deleting the word “partisanism” and inserting the word “partisanship”, was approved. (Council Members Hudson and White voted no.)

File #132

- b. Vacancies on various authorities, boards, commissions and committees appointed by Council.

10. OTHER HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. IT IS A TIME FOR CITIZENS TO SPEAK AND A TIME FOR COUNCIL TO LISTEN. MATTERS REQUIRING REFERRAL TO THE CITY MANAGER WILL BE REFERRED, WITHOUT OBJECTION, IMMEDIATELY, FOR ANY NECESSARY AND APPROPRIATE RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL.

Ms. Helen E. Davis, 35 Patton Avenue, N. E., Ms. Fredrika Monk, 3343 Pittsfield Circle, N. W., Ms. Evelyn V. Bethel, 35 Patton Avenue, N. E., and Ms. Pernella C. Wilson, 3045 Willow Road, N. W., addressed Council in support of the reappointment of Barbara N. Duerk to the City Planning Commission.
File #110-200

The Council meeting was declared in recess for continuation of the Closed Meeting.

CERTIFICATION OF CLOSED SESSION. (4-0)

(Council Members Bestpitch, Wyatt, and Mayor Smith were out of the Council Chamber when the vote was recorded.)

The following persons were appointed/reappointed to boards and commissions:

Robert J. Sparrow as a member of the Fair Housing Board for a term ending 3/31/2003.
File #15-110-178

Thomas Pettigrew as a Director of the Industrial Development Authority for a term of four years commencing February 5, 2001, and ending October 20, 2004. Adopted Resolution No. 35212-020501. (7-0)

File #15-110-207

**Clay Wyatt as a member of the Youth Services Citizen Board for a term ending 5/31/2003.
File #15-110-304**

**Darlene L. Burcham, City Manager as a member of the Roanoke Valley-Allegheny
Regional Commission for a term ending 6/30/2003.
File #15-110-326**

**Robert N. Richert as a member of the Architectural Review Board for a term ending
10/1/2004.
File #15-110-249**

**Vickie S. Briggs as the City representative to the League of Older Americans, Board of
Directors for a term of one year ending 2/28/2002.
File #15-110-243**